

**Town of Concord  
Conservation Restriction Stewardship Committee**

Minutes of October 27, 2020 Meeting  
Zoom Videoconference

Attendees: Mary Ann Lippert (Chair), John Ferguson, Rich Higgins, Neil Ryder, Art Schwope, Jane Wells, Michelle Wiggins, Delia Kaye, Natural Resources Director, Colleen Puzas, Natural Resources Assistant Director

Visitors: Susan Bates, Liaison to Select Board; Ben Griffiths, Concord Public Works GIS Technician

Mary Ann called the meeting to order at 3:04 pm.

1. Michelle motioned and John seconded the approval of the Minutes (Rev 3) of the September 22<sup>nd</sup> meeting, as written. All voted in favor.
2. Colleen, with inputs from Ben, provided a status update and overview of ArcGIS Collector app. Features presented include 1) how to create a photopoint and tracking point, 2) toggling base layers on and off, and 3) signing into the ArgGIS online platform. The Committee may use the app for creating photopoints and documenting the route-of-travel during CR property visits. Committee members had questions, comments, and suggestions. In response to those inputs, Colleen and Ben will continue their efforts and update the committee on progress at the next meeting.

**3. Committee Work**

3.1. Monitoring in progress

CR #	Name	Address	Assignee	Action/Status
21	Prendergast	144x Old Marlboro Rd	Art	Office – fix azimuths on photos, review report Chair -- send for committee review
22	Emerson	39X Estabrook Rd; 25A Hugh Cargill Rd; 19A Estabrook Rd.	Rich/Michelle	Colleen – add photopoints to 39X map Chair – send for committee review Rich – visit 25A and 19A, and complete report
40	Christian	20Y Hugh Cargill Rd	Michelle/Rich/Mary Ann	Done
124	Macone Farm	79 Macone Farm Lane	Mary Ann/Michelle/Jane	Colleen – add photopoint map. Office – review Chair – send for committee review
1001	Ayrshire	Ayrshire Lane	John/Mary Ann/Rich	Done
1005	Brewster's Ridge	Monument St	John	John – add more photos to draft report. Colleen – add new photopoints.

				Office – review Chair – send for committee review
1019	Landmark	ORNAC	Mary Ann/John	Office – add photopoints and review Chair – send for committee review

Note: First-named assignee is Leader.

### 3.2. Monitoring to be assigned

CR #	Name	Address	Acres	Action/Status
None				

In view of coronavirus-caused hiatus and restart activities as well as anticipation of iPad/app introduction, no new monitoring assignments were discussed.

### 3.3. BDRs in progress

CR #	Name	Address	Assignee	Action/Status
1002	Bartkus Farm	Bartkus Farm	Mary Ann/Neil	Mary Ann – add photos to draft Colleen – add photopoint map Office – review Chair – send for committee review
1027	Wright Farm	Wright Farm Rd	Art/Rich/Michelle	Colleen – add photopoint and other BDR-required maps Office – review Chair – send for committee review

### 3.4. BDRs to be assigned

CR #	Name	Address	Acres	Action/Status
None				

In view of coronavirus-caused hiatus and restart activities as well as anticipation of iPad/app introduction, no new BDR assignments were discussed.

4. With John’s term having expired, there is an opening on the committee. Candidates can apply by completing the Town’s Green Card, which is available on the Town’s website. Candidates desiring to join the committee should contact the Natural Resource office and Mary Ann.
5. The committee’s next meeting is Tuesday, December 8, 2020 at 3:00 pm on Zoom.
6. A motion to adjourn was made by Jane and seconded by John; all voted in favor. The meeting adjourned at 4:07 pm.

Respectfully submitted,

Art Schwope